



## New Philadelphia Police Department

Jeffrey L. Urban-Chief of Police

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December 16, 2011

Officer David Cimperman  
New Philadelphia Police Department

Ref: Notice of Inquiry dated December 6, 2011

David,

After our pre-disciplinary hearing and discussion on December 13, 2011 at 1:00 PM I am issuing you this letter of reprimand. You must file your tickets, reports, accidents and other important documents in a timely fashion. Accidents need to be filed within seventy-two (72) hours of the accident with supplimentals filed if further information comes in. Arrests need to have the citations to the court with a minor report for the judge by 8:30 AM on arrangement days. Felony arrests need to be filed within the department for transfer to the prosecutor's office by 8:30 AM on the following day of arrest.

If you run into difficulties, contact your immediate supervisor for assistance and some times can be extended depending upon the situation, but that is the decision of your supervisor and they will be held accountable for those decisions.

I will provide this letter to Captain Nelson for follow up and further review.  
Continue your good work and be conscious of the paperwork involved.

Sincerely,

Jeffrey L. Urban  
Chief of Police